

TRANSMITTAL SLIP		DATE
		1 July 1985
TO: DDA		
ROOM NO. 7D18	BUILDING Hqs	
REMARKS:		
For Your Information.		
EXO/DDA <i>Bm 3 July</i>		
ADDA <i>[Signature]</i> 3 JUL 1985		
DDA <i>[Signature]</i>		
<i>DDA Reg (file)</i>		
FROM: NBPO/OL		
ROOM NO. 1J45	BUILDING Hqs	EXTENSION

FORM NO.  
1 FEB 56 241REPLACES FORM 36-8  
WHICH MAY BE USED

(47)

STAT

85-0715/7

2 JUL 1985

MEMORANDUM FOR THE RECORD

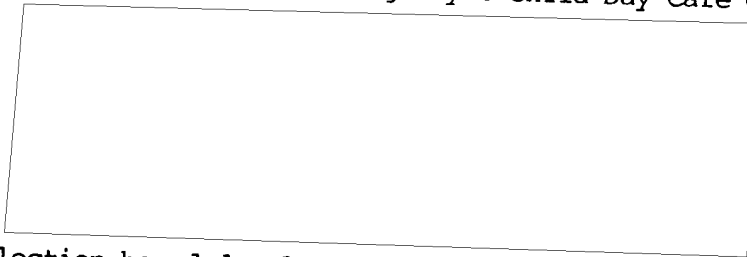
SUBJECT: Architect-Engineer Selection for Child Day Care Center

20-1

1. The following persons attended an architect-engineer selection board meeting on 26 June 1985 in Room 2F09 [redacted] to identify a slate of architectural firms for design of the Agency's Child Day Care Center.

STAT

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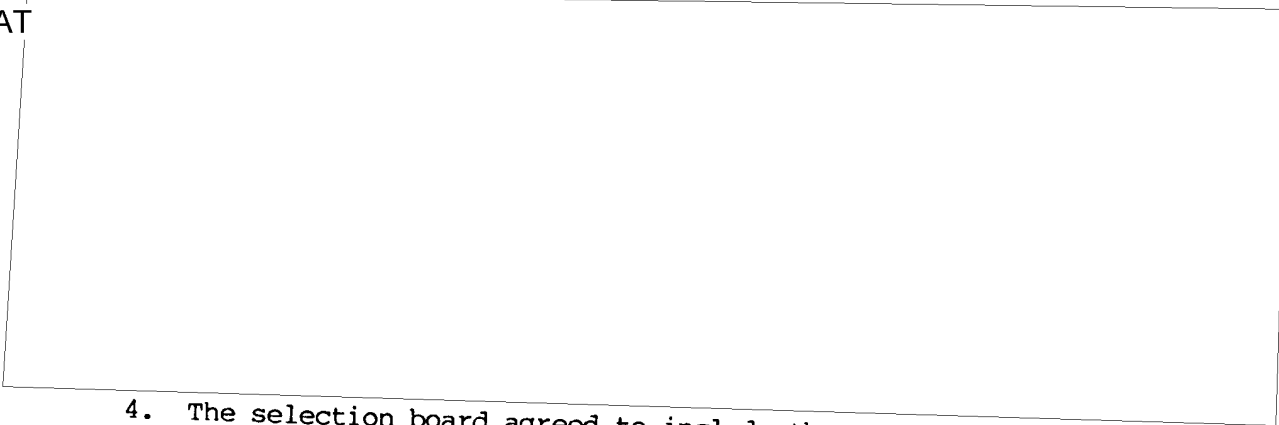


2. The selection board developed the following criteria to evaluate firms on file in RECD/OL and those solicited by individual members of the selection board.

Design Ability	30%
Day Care Center Experience	30%
Firm's Location	20%
Size of Firm	20%

3. Using a score of 1 to 5 and the assigned weighting, each member evaluated nine firms and the results are:

STAT



4. The selection board agreed to include the top five firms on the final slate and will schedule interviews with each firm on the 22nd and 23rd of July to determine the final ranking order on the 24th of July. It was also agreed that the five firms will be invited to tour the proposed construction site prior to the interviews.

5. In preparation for the interview sessions the selection board established the following evaluation criteria for the final ranking exercise. Criteria 1 and 2 will be of equal importance and 3 of somewhat lesser value.

1. Project Management

- A. Team Organization
- B. Background & Experience of Individual Team Members  
Including all Consultants
- C. Construction Cost Control
- D. Scheduling
- E. Construction Administration

2. Design Ability

- A. Programming Methods
- B. Design Excellence
- C. Child Care/Education Facilities

3. Experience

- A. Day Care Project
- B. National Capital Planning Commission
- C. Federal Construction

6. Subsequent to the meeting on 26 June 1985, the following schedule was established by the Chairman.

10 July, 10:30 am - Tour of proposed construction site by architect/engineer firms.

22 July, 10:00 am -

22 July, 1:00 pm -

22 July, 3:00 pm -

23 July, 10:00 am -

23 July, 1:30 pm -

Deputy Chief, New Building Project Office, OL

OL/NBPO (1 July 1985)

Distribution:

Orig	File
2	DDA
1	D/L
1	D/OL Files
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1	NBPO File

OL 2073 - 85

85-0715/8

2 JUL 1985

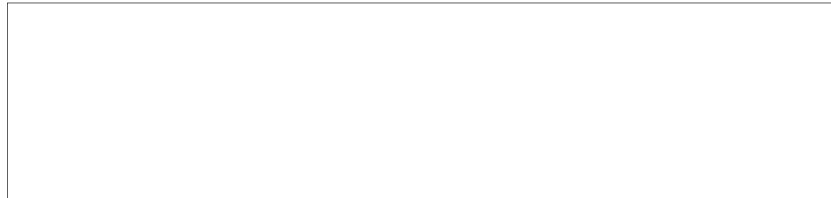
MEMORANDUM FOR: D/L

20-1

FROM: [redacted] Deputy Chief, New Building  
Project Office, OL

SUBJECT: Child Day Care Center

1. The architect engineer selection committee has identified the following firms as candidates to design the Agency's Day Care Center.



2. These firms have been invited to attend a tour of the construction site on 10 July at 10:30 a.m.

3. The selection committee will conduct in-depth interviews with each of the firms on the 22 and 23rd of July and will make its final evaluation on the 24th of July 1985. It is anticipated that a contract can be negotiated by 30 August 1985.



OL/NBPO [redacted] (28 June 1985)

Distribution:

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OL 2071-85

ROUTING AND TRANSMITTAL SLIP		Date
		3 July 1985
TO: (Name, office symbol, room number, building, Agency/Post)		
1. EXO/DDA	Initials	Date
2. ADDA	<i>[Signature]</i>	3 July
3. DDA	<i>[Signature]</i>	JUL 1985
4.	<i>[Signature]</i>	JUL 1985
5. DDA REGISTRY		
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

1 to 3: *[Redacted]* has attached a copy that we could send to Gary Chase. Is this premature? *[Signature]* 7/5/85 Ed.

*No it's late.*

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

Phone No.

5041-102

☆ GPO : 1983 O - 381-529 (301)

OPTIONAL FORM 41 (Rev. 7-76)  
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FPMR (41 CFR) 101-11.206